

**CENTER AT TRIANGLE PARK, INC.**  
**BOARD OF DIRECTORS**  
**Minutes of March 15, 2022**

**BOARD OF DIRECTORS PARTICIPATING:**

Dean, Russell, Town Manager, Exeter, <i>Chair</i>	Hilchey, Susan, Director of HR, SAU #25
Stacey, Cathy Ann, Reg of Deeds, Rockingham Cnty, <i>Vice Chair</i>	Rapp, Brian, Captain, Claremont Fire Dept <i>(Remote via Phone)</i>
Beaudin, K. Jeanne, Town Admin, Belmont	Rossner, Daniel, Bus Admin, SAU #48
Clark, Michelle, Bus Admin, SAU #66	Sheing, Jill, HR/Payroll Coord, Strafford Cnty
Dunn, Scott, Town Admin, Gilford	

**BOARD MEMBERS UNABLE TO PARTICIPATE:**

Steel, Adam, Superintendent, SAU #39	Trahan, Sarah, Teacher, Winnacunnet H. Sch
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**OTHERS PRESENT:**

Frydman, David, HealthTrust General Counsel	Parker, Wendy, Secretary
Herrick, Jeanne, HealthTrust General Counsel	Thompson, Jennifer, HealthTrust Risk & Control Off
Olson, Barbara, HealthTrust Executive Assistant	Tsiopras, George, HealthTrust Chief Financial Officer

Russell Dean opened the meeting at 9:02 a.m. He stated that Brian Rapp is participating remotely as it was not reasonably practical for him to attend in-person. When Mr. Rapp was asked if there was anyone in the room with him, he responded, no.

**Minutes of the January 20, 2022 CTP Board of Directors Meeting**

Russell Dean asked if Board members had reviewed the minutes and did they have any revisions. None were made.

**MOTION** by Cathy Ann Stacey, seconded by Susan Hilchey, to accept the minutes of the January 20, 2022 Center at Triangle Park, Inc. (CTP) Board of Directors meeting.

*Roll Call Vote*

Beaudin, K. Jeanne	Y	Dunn, Scott	Ab	Rossner, Daniel	Y
Clark, Michelle	Y	Hilchey, Susan	Y	Sheing, Jill	Y
Dean, Russell	Y	Rapp, Brian	Y	Stacey, Cathy Ann	Y

**MOTION** carried with 1 abstention.

**Financials FY2023 Proposed Budget**

George Tsiopras reviewed the proposed FY2023 CTP budget, in detail. Discussion ensued around the impact of GASB 87, and insurance coverage costs.

**MOTION** by Daniel Rossner, seconded by K. Jeanne Beaudin, to adopt the proposed FY2023 budget, as presented, with gratitude.

*Roll Call Vote*

Beaudin, K. Jeanne	Y	Dunn, Scott	Y	Rossner, Daniel	Y
Clark, Michelle	Y	Hilchey, Susan	Y	Sheing, Jill	Y
Dean, Russell	Y	Rapp, Brian	Y	Stacey, Cathy Ann	Y

**MOTION** passed unanimously.

**Financials FY2022 Year-to-Date through January 2022**

George Tsiopras reviewed the FY2022 year-to-date financials through January 31, 2022, in detail. He offered to answer any questions. Discussion ensued around the cost of electricity and is the current budget sufficient to cover increased costs. Mr. Tsiopras responded that the budget projections are sufficient.

**MOTION** by Michelle Clark, seconded by Scott Dunn, to accept the FY2022 Year-to-Date financials through January 31, 2022, as presented.

*Roll Call Vote*

Beaudin, K. Jeanne	Y	Dunn, Scott	Y	Rossner, Daniel	Y
Clark, Michelle	Y	Hilchey, Susan	Y	Sheing, Jill	Y
Dean, Russell	Y	Rapp, Brian	Y	Stacey, Cathy Ann	Y

**MOTION** passed unanimously.

**Building Maintenance Update**

The following items were addressed when discussing the year-to-date financials. Door access readers had to be replaced throughout the building as staff was unable to purchase additional badges for the readers we had due to the system being outdated. The AC unit in the IT data closet has been replaced and painting of interior spaces on the first and second floor will continue. Work on siding around the exterior of the building will resume in the spring.

**Rental Space at CTP**

George Tsiopras reported that conversations continue with the State of NH regarding renting space at CTP once FEMA’s lease runs out in November 2022. The State would not occupy as much square footage as FEMA, and the State is interested in a five year lease agreement.

**Land for Sale on Pembroke Road**

George Tsiopras reported that the buyer has been performing their due diligence which should be complete by the end of the month. It is anticipated that the land could be sold by April 2022. The Board asked if any action was needed on their part. David Frydman informed that Board that they had given Wendy Parker, CTP Secretary, the authority to execute the sale of the property.

**Other Business**

There was no additional business to discuss.

**MOTION** by K. Jeanne Beaudin, seconded by Jill Sheing, to adjourn the meeting.

*Roll Call Vote*

Beaudin, K. Jeanne	Y	Dunn, Scott	Y	Rossner, Daniel	Y
Clark, Michelle	Y	Hilchey, Susan	Y	Sheing, Jill	Y
Dean, Russell	Y	Rapp, Brian	Y	Stacey, Cathy Ann	Y

**MOTION** passed unanimously at 9:24 a.m.

Respectfully submitted,



Barbara Olson, Executive Assistant